

**ENGINEERING CHANGE NOTICE**  
**DART AEROSPACE LTD**

MPP

Date:	15.09.03	Job No.:	ADR Yes/No:	N	ADR Date:		ECN #:	15- 625
Product No.:	D350-591		Created By:	VS	Approved By:			
Product Name:	Heli-access step		Checked By:					

Distribution	Reqd	Resp	Initial / Date (YY/MM/DD)
Director of Operations	Y	NF	
Production Manager / Coord.	Y	MP / MF	
Purchasing Manager / Purchasing Coord.	N	LL / CL	
Production Engineering Coord.	N	DD / JLM	
Production Engineering Coord.	N	DL	
Customer Order Processing	N	SL / BG	

Distribution	Reqd	Resp	Initial / Date (YY/MM/DD)
DQA / QA Coord.	Y	PS / ED	
QC Coordinator	Y	PD	
Customer Support	Y	SW / LM	
Customer Technical Support	Y	MB / HS	
Marketing	Y	MP / SL	
Sales Support Manager	Y	CP	

**Reason for Change:**

Customer request to revise 600 hour inspection time to 600 hour/24 months inspection time

**Documents Affected:**

ICA-D350-591 Rev. 4

**IF APPLICABLE:** NCR: \_\_\_\_\_ PAR: \_\_\_\_\_ CAR: \_\_\_\_\_ CIR: \_\_\_\_\_ URF: \_\_\_\_\_

**PAPERWORK UPDATE**

**PARTS MUST COMPLY**

**PREVIOUS PARTS SATISFACTORY**

#	Quality Assurance Actions	Reqd	Resp	Notes	Complete
1	Notify Previous Customers	Y	MB		
2	Notify Eurocopter France	N			
3	Notify Augusta Westland	N			
4	Manufacturing Licensing Agreement Update	N			

#	Engineering Actions	Reqd	Resp	Notes	Complete
5	Required Documents/Drawings/Item ID's Under Review (URF)	N			
6	Update Master Document List (MDL)	Y	VS	MDL-D350-591 Rev. L	15.09.01
7	Update Document Record (DR)	N			
8	Update Product Compatability Matrix	N			
9	Notify TC / FAA of Change (eg. ICA, 8110-3)	N			
10					

#	Document Control Actions	Reqd	Resp	Notes	Complete
11	Move / Update Electronic Files / Design Journal	Y	KJ		
12	Update Product Specification Files (Bluefiles)	Y	KJ		
13	Update Approved/Preliminary Dwg PDF Files	N			
14	Update Product Development Summary (STC applications)	N			
15	Update QSI 021 (TC/FAA STC) and/or STC Approval List	N			
16	Create/Update Parts / STC Database	N			
17	Update / Verify Airworthiness Release Certificate Database	N			
18	Create / Update Change Record Form / Item Card Database	N			
19	Create / Update Packaging Process Plan (PPP)	N			
20	Red Decals required on Packaging Process Plan (PPP)?	N			
21	Update Controlled Supplier Documents (Qpulse) Database	N			
22	Update Grey Project Binder / Electronic Project Folder	Y	KJ		
23	Update D-Part / M-Drawing / DS1 / DEO Master Binders	N			
24	Update "Royalty Paid to" attribute (Parts sold under Dart USA STC's)	N			
25					

**Description / Action:**

- Send revised copy of ICA to Aero Facility Co.
- Update Product Specification Files to include ICA-D350-591 Rev. 4

MF 5.9.08  
X 13.9.08

ECN Verified & Complete: \_\_\_\_\_

Date: \_\_\_\_\_